

Minutes

ATTENDANCE

Select Board

Present: Stephanie O’Keeffe, Jim Wald, Alisa Brewer, Aaron Hayden, Diana Stein

Absent: None

Staff: John P. Musante, Town Manager; David Ziomek, Conservation and Development Director

Other: Jeff Blaustein; Larry Kelley; Peter Vickery; Steve Bloom; Bennie Johnson; Elsayed Fabelglil (Halal Food truck); Matthew Rathburn (Happy Hour Hot Dogs); Hwei-Ling Greeney (Housing For All); Gerry Weiss (Craig's Doors); Kevin Noonan (Craig's Doors)

Meeting called to order by Ms. O’Keeffe at 6:31 p.m.

Public Comment

Jeff Blaustein provided a positive statement in support of the Select Board’s handling of flying of commemorative flags on 9-11.

Larry Kelley urged the Select Board to reconsider 8/27 reaffirmation of the compromise for flying the commemorative flags on 9-11, citing two new pieces of information including the firefighters’ union statement of support and an unscientific poll on the Bulletin Facebook page strongly in favor. Mr. Kelley also suggested an advisory question be placed on the Spring 2013 ballot.

Peter Vickery reported on a recent USGS report regarding natural gas and fracking potential in Western and Central Massachusetts, suggesting local regulations. Ms. O’Keeffe said that his suggestions will be reviewed by the Water Supply Protection Committee.

Steve Bloom of Precinct 10 presented correspondence noting he was here at the suggestion of the Planning Board to communicate to Select Board negative impacts on neighborhoods, urging a temporary moratorium on conversions of single family houses to Limited Liability Companies.

Bennie Johnson spoke about the need for an expansion of the homeless shelter and housing for homeless. Handout received from Housing for All Citizens Group requesting addition of an FY 13 performance goal for the Town Manager review related to affordable housing.

Intention to Lay Out Town Ways: Olympia Drive and Authority Way

VOTED unanimously to move that the Select Board vote its intention to lay out Olympia Drive and Authority Way as town ways, as shown on a plan entitled “Roadway Acceptance Plan Olympia Drive and Authority Way, Amherst, MA,” dated August 23, 2012, prepared by Doucet & Associates, Inc., and that the Select Board forward the layout petition and plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§81G and 81I.

New Business Licenses

VOTED unanimously to approve a Lunch Cart license for Elsayed F. Abdelglil d/b/a Halal Food to operate from 11 a.m. to 11 p.m. within the public way on the corners of North Pleasant and Amity Street and Kellogg Avenue and North Pleasant Street, pending issuance until any/all outstanding Town Department regulations have been satisfied.

VOTED unanimously to approve a Lunch Cart license for Matthew Rathburn d/b/a Happy Hour Hot Dogs within the public way in front of 54 North Pleasant Street, Amherst, MA, from 9 p.m. to 3 a.m., pending issuance until any/all outstanding Town Department regulations have been satisfied.

VOTED unanimously to approve a Common Victualler license for Pilot Investment, LLC d/b/a J. Gumbo’s at 19 North Pleasant Street, Amherst, MA with hours of operation 11 a.m. to 10 p.m. Monday through Saturday and 11 a.m. – 3 p.m. Sundays; Clyant Sirois, Manager, pending issuance until any/all outstanding Town Department regulations have been satisfied.

Town Manager Evaluation Process and Goal Setting

It was noted that the FY13 performance goal about creating a staffing plan is meant to request a specific document, and that it will be a living document that reflects the practicalities of trying to capture such needs in evolving circumstances.

It was agreed without formal vote that the Board will continue to think about draft goal #3, particularly part B regarding feedback on municipal service delivery (active versus passive collection of feedback; and whether we mean the quality of the services or of the feedback collection mechanism, etc.) to consider additional clarity, revision or removal. The Board agreed to consider the draft goals proposed by the Housing for All group in future goals discussion.

VOTED unanimously to approve for the Town Manager an increase from three years to a five year rolling contract term with a 1.5% increase in salary and an increase in a capped reimbursement for long-term disability insurance annual premium, effective October 1, 2012.

The Chair will note for next year's Town Manager evaluation process that each member will provide separate marks for each part of the multi-part evaluation form questions. The Chair will also try to incorporate, either by scheduling or focused discussion, more opportunity for the Select Board to ask for additional info from the Town Manager on his self-evaluation, during that part of the evaluation process. Following the evaluation process the Chair will arrange to review the Staff Questionnaire and other Town Manager evaluation process elements with Human Resource Director for thoughts on how they might be improved for the future, and will bring those recommendations to a future Select Board meeting for consideration.

Town Manager Report

Current concerns and risk levels associated with mosquito-borne illnesses were noted, and the public was encouraged to take precautions by using bug repellent and wearing of long sleeves and long pants for outdoor activities occurring in the dusk to dawn period.

Mr. Musante talked about the success of the emergency homeless shelter and the approval by State officials to extend the temporary site permit. Concerns related to the proposed capacity expansion from 16 to 24 were shared, as were considerations to be weighed in making a decision. Gerry Weiss spoke about the desire to expand, the additional need and the shelter operator's ability to manage expansion at no additional cost to the Town. Kevin Noonan spoke to similar points. Ms. Stein spoke of her strong support for expansion and her suggestion to compromise in expanding by 4 rather than 8. The Select Board considered its role in the discussion and what should be considered appropriate policy input versus inappropriate administrative input. The Select Board encouraged accommodation of the maximum number of guests possible that is practicable and safe, requesting a detailed rationale from the Town Manager for expansion of less than the proposed 24-person capacity.

Packet information on a new State Alcohol license for caterers was reviewed with brief comment.

The highlights of the summer outdoor pool season were reviewed, noting a comprehensive look at hours and pricing would occur prior to the next summer season to improve access and benefit for all.

Per the Select Board's policy of the Town Manager handling requests that require attention outside of our meeting schedule, recent approvals were noted for approved parking reservation requests.

Information about the 9/29 collection at the transfer station was noted.

The Town Manager reported on his participation as a presenter at the recent Municipal Regionalization Conference in reference to our shared ambulance service.

Member Reports

An ongoing issue with some committees not posting minutes was noted. Select Board members will remind the committees to which they are liaisons about the importance of getting minutes posted to the web site. The Town Manager will ask staff to forward email to committee chairs on steps necessary to post minutes.

The Select Board requested a one-page reference sheet regarding legal jurisdiction and options available regarding regulation of lunch cart licensing, so the Board can be clear about their role.

Chair's Report

Ms. O'Keeffe reviewed the memo provided in the packet about recent activities on behalf of the Board. She reminded members that the September 24, 2012 meeting would feature the election to fill the Library Trustee vacancy, noting the deadline of 9/20 for those interested in being considered as a candidate.

Ms. O'Keeffe provided a report on significant developments over the last two years by UMass to address off-campus behavior issues, as part of efforts to get more information to the community about the Town's and University's work in this area. Mr. Musante provided information on early-semester disturbances. Both emphasized the strong partnership with the University and the ongoing challenge of such behaviors in a college town with a large student population.

Further discussion on FY 13 Town Manager Performance Goals and review of FY 12 Select Board Annual Report will be added to a future agenda. Members were asked to bring a copy of memo and submission from Hwei-Ling Greeney for discussion at next meeting.

Upcoming events were noted, including the annual 9/11 remembrance ceremony and the 9/13 Celebrate Amherst Block Party.

Hunger Action Month Proclamation

VOTED unanimously to recognize September as HUNGER ACTION MONTH in the Town of Amherst, and further, to call attention of this observance to our Citizens.

Constitution Week Proclamation

VOTED unanimously to recognize September 17 through 23, 2012 as Constitution Week, and further, to urge all citizens to study the Constitution and the ideals the Framers of the Constitution had in 1787 and to reflect on the privileges of being an American and the rights and responsibilities which that privilege may involve.

Annual Halloween Street Closure Request – Lincoln Avenue

VOTED unanimously to approve the closing of Lincoln Avenue and Sunset Avenue on Wednesday, October 31, 2012 from 6:30 p.m. – 8:00 p.m. with the agreement that at least one resident will be stationed at each barricade wearing a traffic vest, with a flashlight and a cell phone, and that the Police Department shall be given the names of individuals that can be contacted during the period of the closure should any issues arise.

BID Parking Reservation Request

VOTED unanimously to approve reservation of seven (7) metered parking spaces on the east side of North Pleasant Street between Hallock Street and McClellan Street from 3:00 – 11:00 p.m. on Thursday, September 13, 2012 and 8 a.m. – noon on Friday, September 14, 2012 for the Amherst Business Improvement District Block Party to allow bands to load and unload during the event and for set up and removal of the Kendrick Park stage.

Lord Jeffery Parking Reservation Request

VOTED unanimously to approve reservation of five (5) metered parking spaces at a charge of \$5.00 per meter on the west side of Boltwood Avenue, moving south from the intersection of Spring Street from 6 a.m. to 11 a.m. on Friday, September 14, 2012 to allow the Lord Jeffery Inn's wedding focused photo shoot to occur without obstruction.

Taxi/Chauffeur Licenses

VOTED unanimously to approve a new Taxi/ Chauffeur License for Euclides J. Almeida of Amherst on behalf of Ziqui Taxi.

VOTED unanimously to approve a new Taxi/Chauffeur License for Khiran Raj of Amherst on behalf of Taxi Express.

VOTED unanimously to approve a new Taxi/ Chauffeur License for Jennifer Lynn Smith of Amherst on behalf of Gotta Go Taxi.

VOTED unanimously to approve a new Taxi/Chauffeur License for Matthew Thibodeau of Haydenville, MA on behalf of Aarons Transportation.

Appointments

VOTED unanimously to appoint Tina Swift to the Kanegasaki Sister City Committee with a term to expire June 30, 2015.

The meeting adjourned at 10:03 p.m.

Submitted by John P. Musante, Town Manager

List of Documents Presented at the Meeting - Available in the Online Packet for the Meeting Date

Agenda

Draft Motions

Hwei-Ling Greeney 9-10-12 Correspondence on Town Manager Performance Goals

Steve Bloom 9-10-12 Correspondence on perceived housing crisis engulfing Amherst

Request for Vote of Intention to Lay Out Town Ways

Lunch Cart License Application Halal Food

Lunch Cart License Application Happy Hour Hot Dogs

Common Victualler Application J Gumbos

Musante 2012 Contract Addendum

FY 13 Goals Discussion 8-27-12

Memo to Select Board providing notice of parking permission

Ms. Brewer's Request for Materials for Town Manager Report

Shelter Monthly Report April 2012

Shelter Statistics 2011-2012

Household Hazardous Waste Collection Flyer

Ethics Opinion on Fundraising by Municipalities

Chair Report 9-10-12

Handout Regarding Summer Aquatics Program

Food Bank Request for Proclamation

Hunger Month Proclamation

National Society Daughters of American Revolution Request for Constitution Week Declaration

Constitution Week Proclamation

Lincoln Neighborhood Request for Road Closure for Halloween Block Party and Map

Downtown Block Party Parking Reservation Request and Map

Lord Jeffery Inn Parking Reservation Request and Map

Taxi Driver Applications Almeida, Raj, Smith and Thibodeau